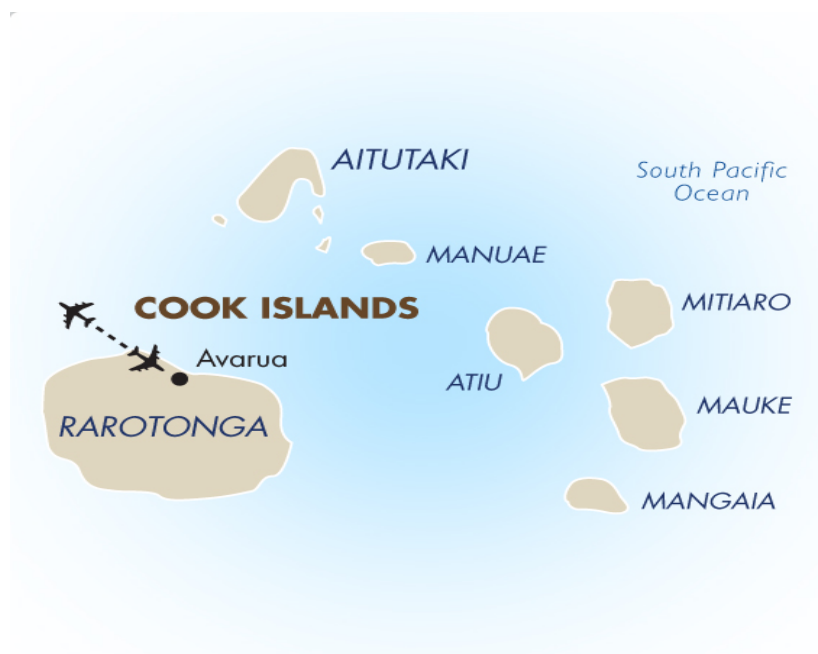




EMCI Geo-Node User guide for Cook Islands GIS Taskforce Group



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10. How to add styles
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1. Introduction

The purpose of this training manual is to develop the capacity of Emergency Management Cook Islands (EMCI) partners/stakeholders and GIS technicians to share information through the Geo-Node system.

This manual is designed by the site administrator to provide the basics, enough for registered users to get started. For more information, you may contact the administrator for further training, or refer to the online user manual at <https://media.readthedocs.org/pdf/geonode/latest/geonode.pdf>

We respect the fact that your work may be eyes only for some, the system gives you the flexibility to share your information with selective Groups or Users. You must be a registered user to do so.

2. What is a Geo-Node system?

A Geo-Node system is an online catalogue system containing map layers and documents, with associated meta-data attachments.

The purpose of meta-data is to give your uploads official legitimacy. The public, groups or users will be assured of the source and origin of the information they are downloading.

Catalogue Information contained within the Geo-Node can be viewed or downloaded by public or specific groups/users. Geo-Node allows you to have total control over your information; i.e giving you the ability to manage your information.

3. Who can use it?

Emergency Response Teams

Public Sector

GIS technicians,

EMCI Stakeholders/Partners

Decision Makers

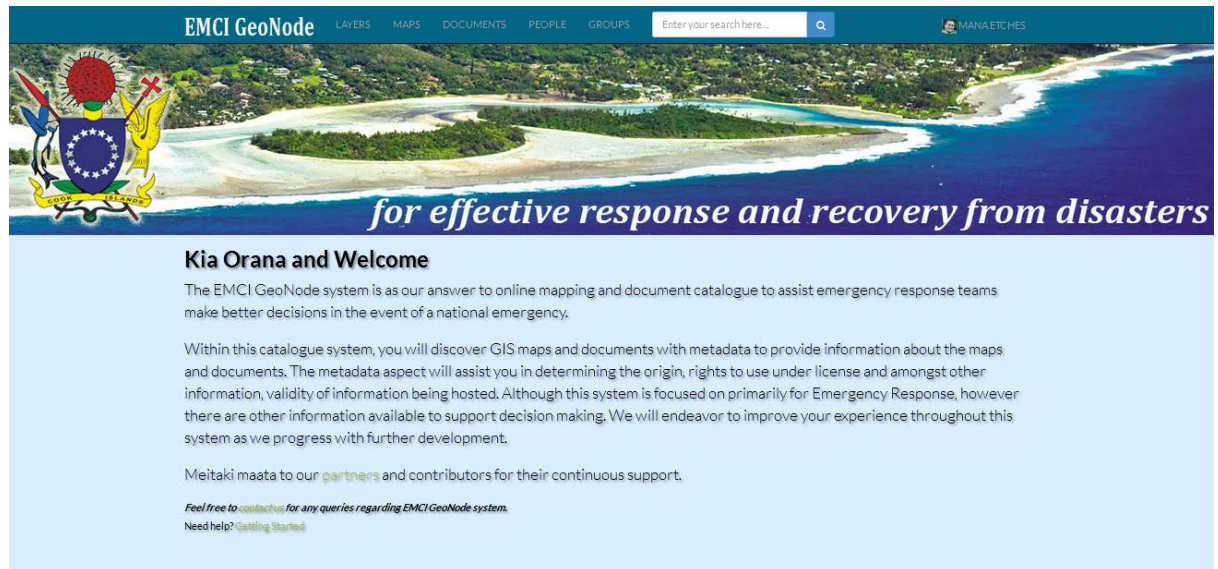
4. How can the Geo-Node serve you?

- Effective information tool for disaster response and recovery (DRR)
- More conventional way of sharing layers and documents with the public, groups or registered users.
- A better way to get recognition for your work.
- As a GIS repository system, it makes life easy when searching for reliable maps.
- Develop better working relationships with fellow GIS technicians.



5. EMCI Geo Node hosting

<http://www.geonode.emci.gov.ck/>



6. Important: General Rule of Thumb

You (or your agency) is responsible for the upkeep of the information you publish. i.e. The reliability, timeliness, accuracy and data contained within your layers or documents must be managed/maintained by the user or group uploading information.

7. How to get access

It is free to register. Once you have Signed Up with a username, password and email, you become part of the system as an active user:

Sign up

Username

Password

Password (again)

Email

Sign up

However, contact the administrator to upgrade your user permissions.

There are 3 types of access permissions:

- a) Superuser (Administrative rights) - for system administration.
- b) Staff Status registration (Information and User Management Rights) - Rights upload/download/create map
- c) Public Users get access to publically shared information (unregistered users)

Access permissions 'a' and 'b' allows users to :

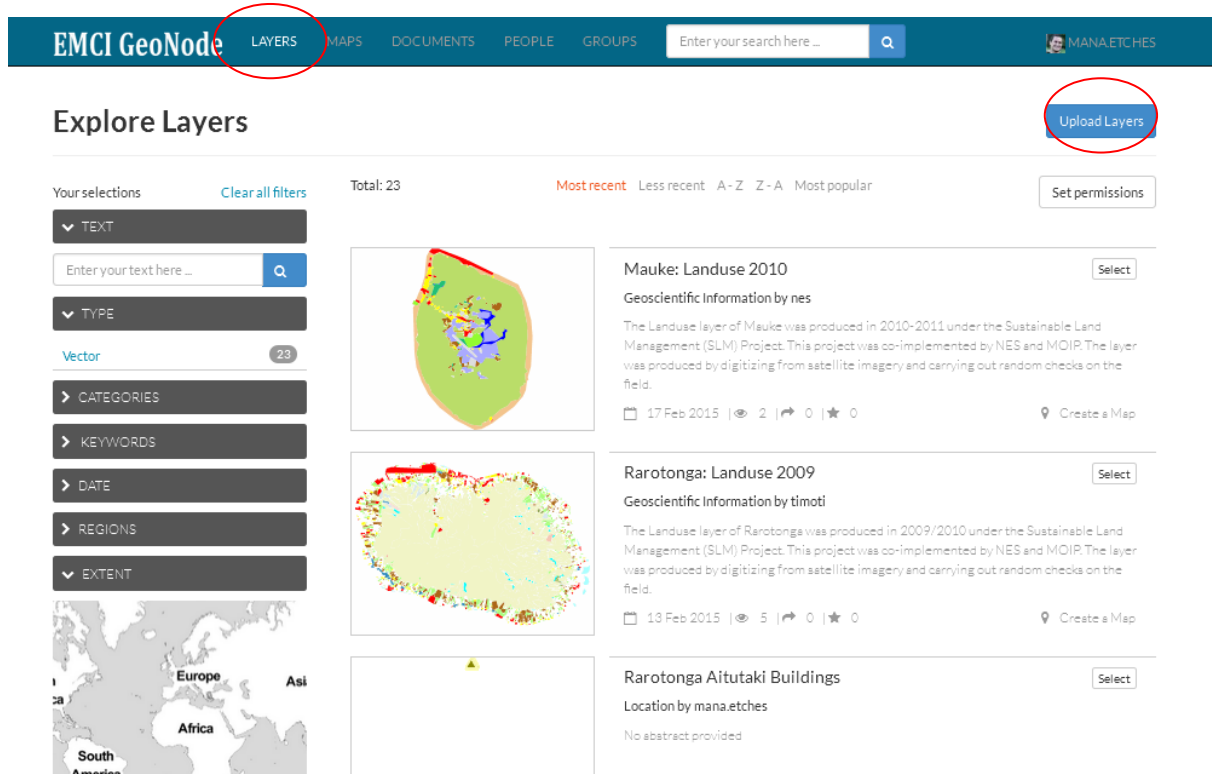
- view/add/edit information by Group/User invitation only.
- create groups (public, private, invite-only)
- create/join forums
- gives the user the ability to invite members to groups (internally or external).

8. How to upload information

Once you become a registered member with staff rights, you are free to use the to upload your information. Please contact the administrator to upgrade registration rights to staff status.

9. How to upload layers:

Click on 'LAYERS' link to view the layers catalogue



EMCI GeoNode LAYERS MAPS DOCUMENTS PEOPLE GROUPS  MANA.ETCHES

Explore Layers

Upload Layers (circled in red)

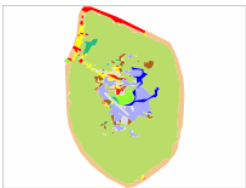
Your selections: [Clear all filters](#) Total: 23 [Most recent](#) [Less recent](#) [A - Z](#) [Z - A](#) [Most popular](#) [Set permissions](#)

TEXT
Enter your text here ... 

TYPE
[Vector](#) (23)

CATEGORIES
KEYWORDS
DATE
REGIONS
EXTENT

Map: Europe, Asia, Africa, South America

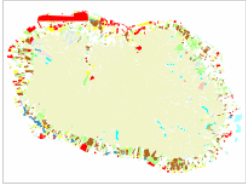


Mauke: Landuse 2010 [Select](#)

Geoscientific Information by nes

The Landuse layer of Mauke was produced in 2010-2011 under the Sustainable Land Management (SLM) Project. This project was co-implemented by NES and MOIP. The layer was produced by digitizing from satellite imagery and carrying out random checks on the field.

17 Feb 2015 | 2 | 0 | 0 [Create a Map](#)



Rarotonga: Landuse 2009 [Select](#)

Geoscientific Information by timoti

The Landuse layer of Rarotonga was produced in 2009/2010 under the Sustainable Land Management (SLM) Project. This project was co-implemented by NES and MOIP. The layer was produced by digitizing from satellite imagery and carrying out random checks on the field.

13 Feb 2015 | 5 | 0 | 0 [Create a Map](#)

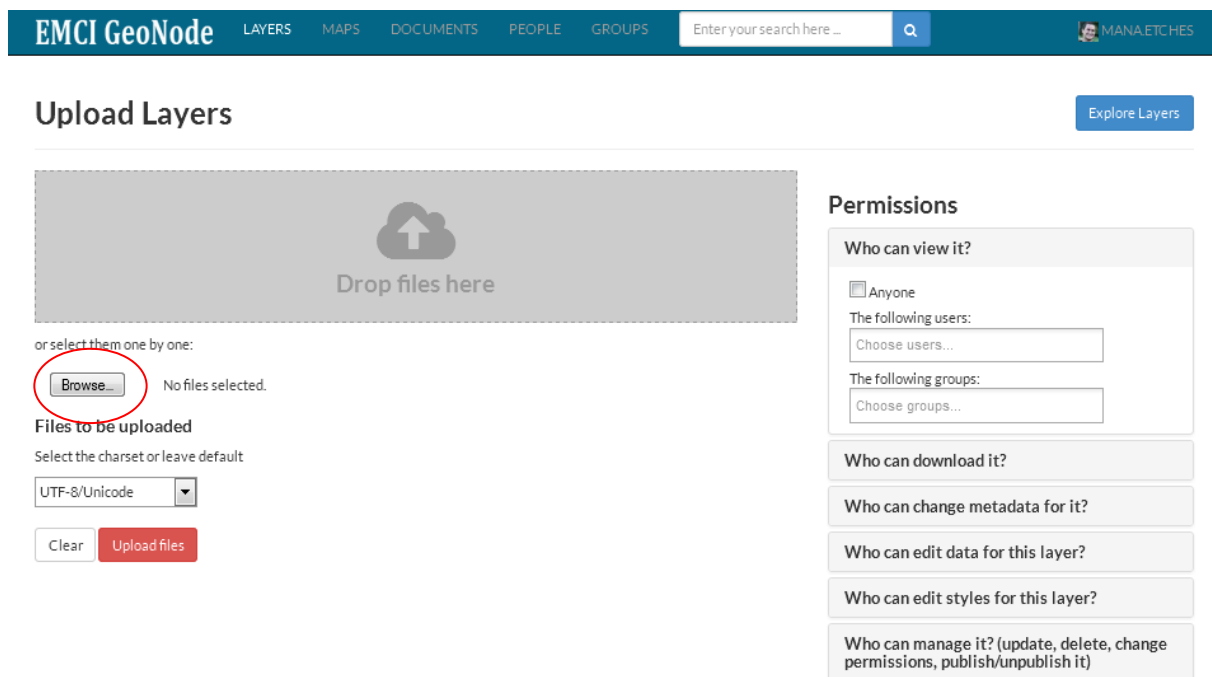


Rarotonga Aitutaki Buildings [Select](#)

Location by mana.etches

No abstract provided

Click on 'Upload Layers' button in top-right corner to upload your layer. You will be prompted with the following:



EMCI GeoNode LAYERS MAPS DOCUMENTS PEOPLE GROUPS  MANA.ETCHES

Upload Layers

[Explore Layers](#)



Drop files here

or select them one by one:

Browse... (circled in red) No files selected.

Files to be uploaded

Select the charset or leave default

UTF-8/Unicode 

[Clear](#) [Upload files](#)

Permissions

Who can view it?

☐ Anyone

The following users:

The following groups:

Who can download it?

Who can change metadata for it?

Who can edit data for this layer?

Who can edit styles for this layer?

Who can manage it? (update, delete, change permissions, publish/unpublish it)



Click "Browse" and select the necessary ESRI shapefiles for upload. IMPORTANT: Geo-Node requires the following ESRI shapefile formats: .shp /.prj/.shx/.dbf/.qj (see example below)

Geo-Node will check if you have the relevant file formats. If not, revise the necessary shapefile formats.

On the right-hand panel, set the access permissions to your layer. Who can view/edit contents surrounding your layer. To make sharing more restrictive, Check the "PEOPLE" and "GROUPS" first and take note of who you'd like to share your information with. Set this within the right panel, the fields do an automatic search of the group or individual of choice.

Click 'Upload files' and wait until the progress bar completes. You will receive confirmation of upload completion.

airports

ESRI Shapefile

- airports.dbf [Remove](#)
- airports.prj [Remove](#)
- airports.qpj [Remove](#)
- airports.shp [Remove](#)
- airports.shx [Remove](#)

Your layer was successfully uploaded

Layer Info

Edit Metadata

Manage Styles

Select the charset or leave default

UTF-8/Unicode

Clear

Upload files

Click on "Edit Metadata" to set the metadata details for your layer.

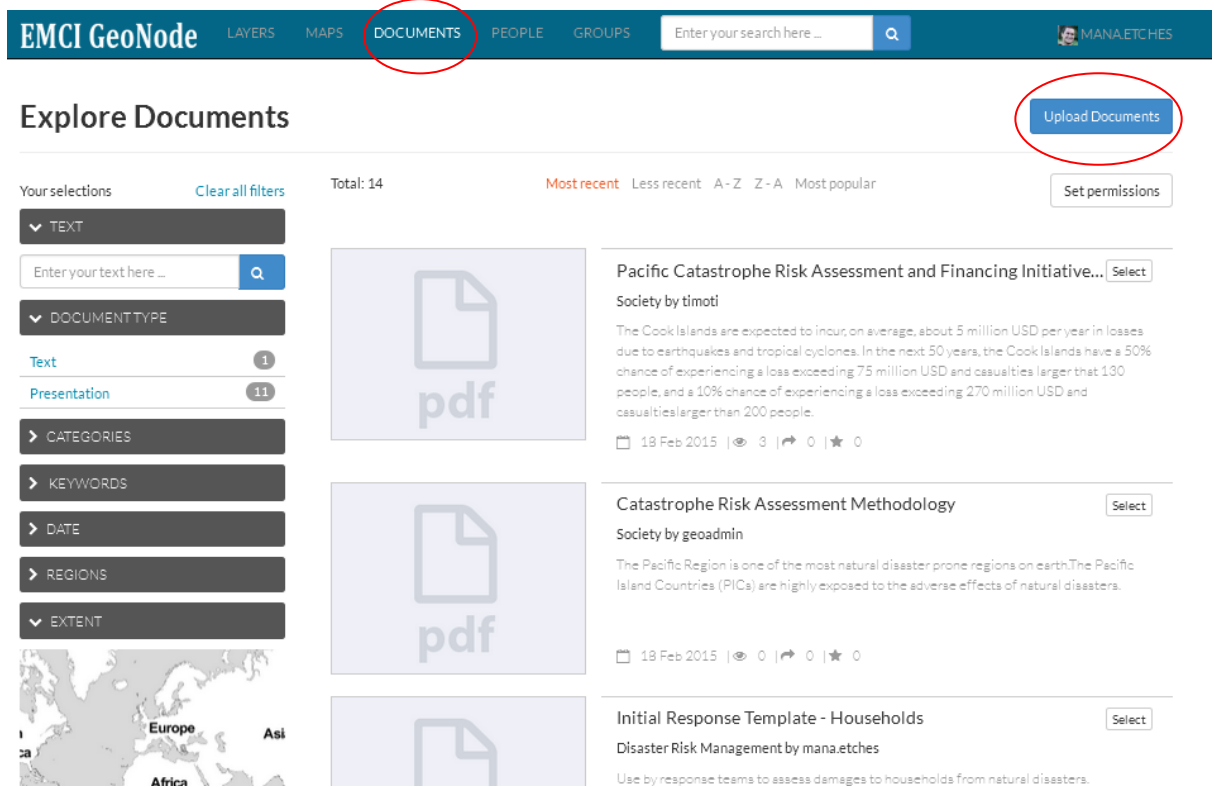
How to add metadata to layers

Meta Details include: Title, Date, Date type, Edition, Abstract (featured in catalogue), Purpose, Maintenance Frequency, Regions (Cook Islands), Restrictions, Other Restrictions, License, Language, Spatial representation type, Temporal extent start, Temporal extent end, Supplemental information, Distribution URL, Distribution description, Data quality statement, Featured (to appear in frontpage of Geo-Node), Is published, Thumbnail URL (automatically generated), Detailed URL, Keywords (for the purpose of user search), Point of Contact (you as default), Metadata Author (you as default), Category

Contents contained within the Metadata dropdowns can be edited by the administrator to suit your needs. Contact the administrator to include your metadata needs.

10. How To upload documents:

Click on the 'DOCUMENTS' link to view the documents catalogue



EMCI GeoNode LAYERS MAPS **DOCUMENTS** PEOPLE GROUPS Enter your search here ...

Explore Documents

Upload Documents

Your selections: TEXT Clear all filters

Enter your text here ...

DOCUMENT TYPE

Text (1)

Presentation (11)

CATEGORIES

KEYWORDS

DATE

REGIONS

EXTENT

Total: 14 Most recent Less recent A-Z Z-A Most popular

Set permissions

Pacific Catastrophe Risk Assessment and Financing Initiative... Society by timoti

The Cook Islands are expected to incur, on average, about 5 million USD per year in losses due to earthquakes and tropical cyclones. In the next 50 years, the Cook Islands have a 50% chance of experiencing a loss exceeding 75 million USD and casualties larger than 130 people, and a 10% chance of experiencing a loss exceeding 270 million USD and casualties larger than 200 people.

18 Feb 2015 | 3 | 0 | 0

Catastrophe Risk Assessment Methodology Society by geoadmin

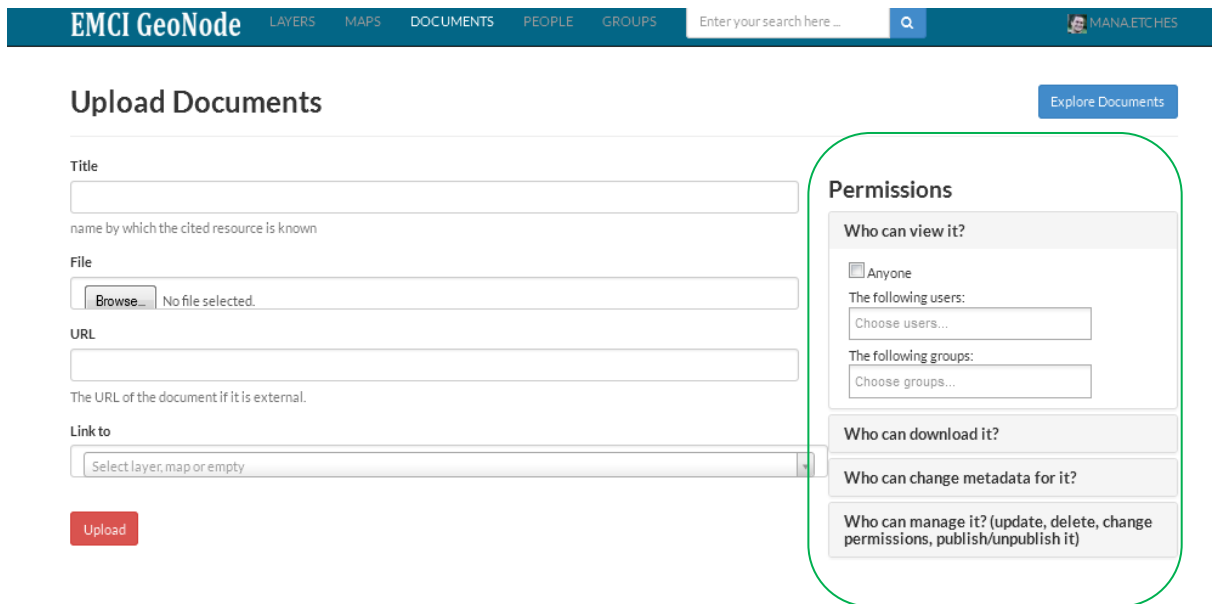
The Pacific Region is one of the most natural disaster prone regions on earth. The Pacific Island Countries (PICs) are highly exposed to the adverse effects of natural disasters.

18 Feb 2015 | 0 | 0 | 0

Initial Response Template - Households Disaster Risk Management by mana.etches

Use by response teams to assess damages to households from natural disasters.

Click on 'Upload Documents' on the top-right corner to upload your first document. You will be presented with the following:



Upload Documents

Explore Documents

Title

name by which the cited resource is known

File

Browse... No file selected.

URL

The URL of the document if it is external.

Link to

Select layer, map or empty

Upload

Permissions

Who can view it?

☐ Anyone

The following users:

Choose users...

The following groups:

Choose groups...

Who can download it?

Who can change metadata for it?

Who can manage it? (update, delete, change permissions, publish/unpublish it)

Give your document a meaningful Title.

Under File, browse to your document on your local machine.

Specify a URL address if your document is external.

If applicable, link your document to a layer within Geo-Node.

Set the "Permission" to your document (see free frame above). i.e Who can view/edit contents surrounding your document.

When "Upload" button is submitted, you will be required to enter the metadata details for your document.

Edit Metadata

Editing details for Test Document

Update

Owner

mana.etches

Title

Test Document

Date

2015-02-19 19:30

Date type

Publication

Edition

Abstract

No abstract provided

How to add metadata to documents

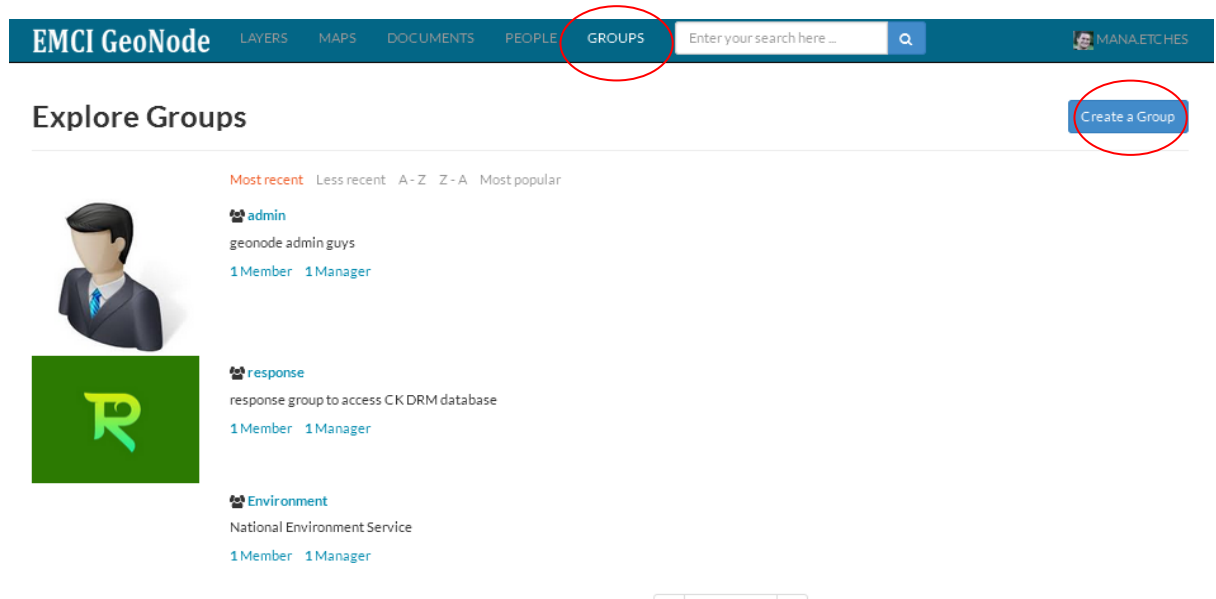
It is exactly the same as adding metadata for layers. i.e.

Meta Details to include: Title, Date, Date type, Edition, Abstract (featured in catalogue), Purpose, Maintenance Frequency, Regions (Cook Islands), Restrictions, Other Restrictions, License, Language, Spatial representation type, Temporal extent start, Temporal extent end, Supplemental information, Distribution URL, Distribution description, Data quality statement, Featured (to appear in frontpage of Geo-Node), Is published, Thumbnail url (automatically generated), Detail url, Keywords (for the purpose of user search), Point of Contact (you as default), Metadata Author (you as default), Category

Contents contained within the Meta-data dropdowns can be edited by the administrator to suit your metadata needs.

11. How to create groups

Once registered as a user, click the 'GROUPS' link (top-menu) to view current groups:



The screenshot shows the EMCI GeoNode interface. The top navigation bar includes links for LAYERS, MAPS, DOCUMENTS, PEOPLE, and GROUPS (highlighted with a red circle). A search bar is located to the right of the GROUPS link. Below the navigation bar, the 'Explore Groups' section is visible. On the right side of this section, there is a 'Create a Group' button (highlighted with a red circle). The main content area displays a list of groups with their respective avatars, names, descriptions, and member/manager counts.

Group Name	Description	Members	Managers
admin	geonode admin guys	1 Member	1 Manager
response	response group to access CK DRM database	1 Member	1 Manager
Environment	National Environment Service	1 Member	1 Manager

Then click 'Create Group' button in the top-right corner. You will be presented with the following form to create your group with associated details.

Create a Group

Title

Logo

No file selected.

Description

Email

Email used to contact one or all group members, such as a mailing list, shared email, or exchange group.

Access

Public

Public: Any registered user can view and join a public group.
Public (invite-only): Any registered user can view the group. Only invited users can join.
Private: Registered users cannot see any details about the group, including membership. Only invited users can join.

Keywords

It is mandatory to include a description of your group. Important also to properly specify the "Access" to your group. There are 3 types of access;

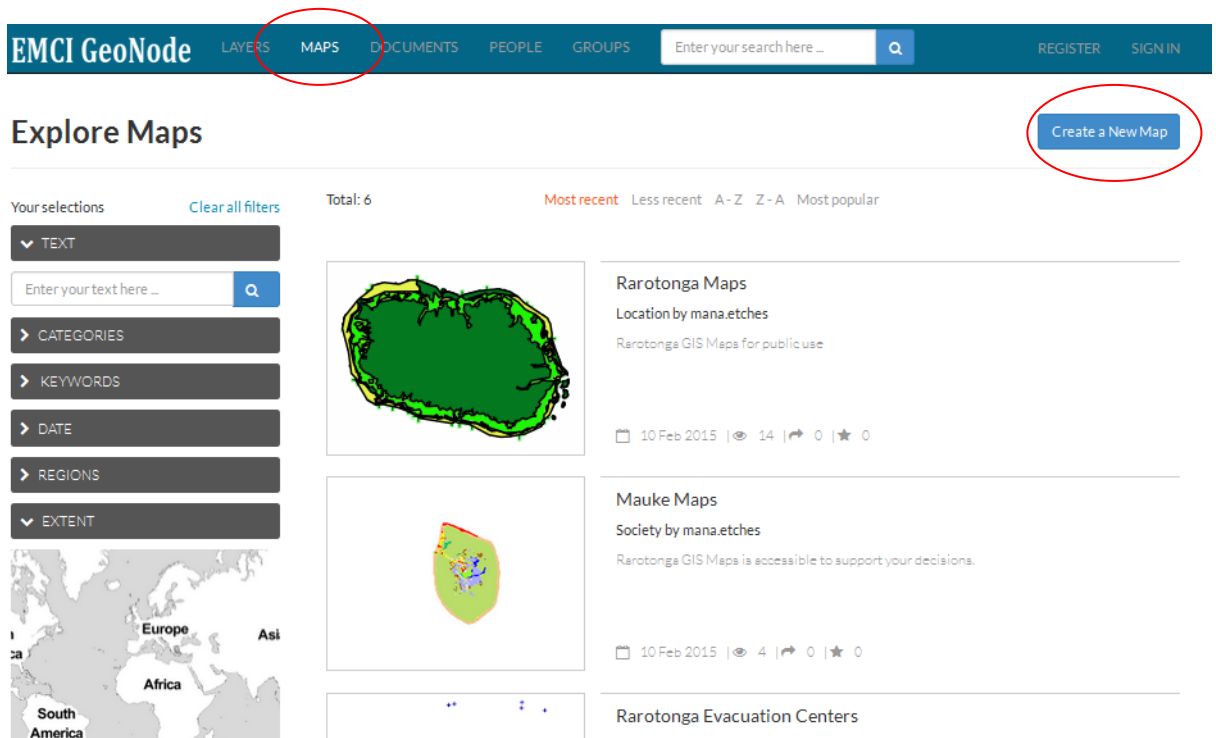
1. Public - anyone can be a member of your group
2. Public (invite-only) - invite external members to join the group.
3. Private



12. How to create maps

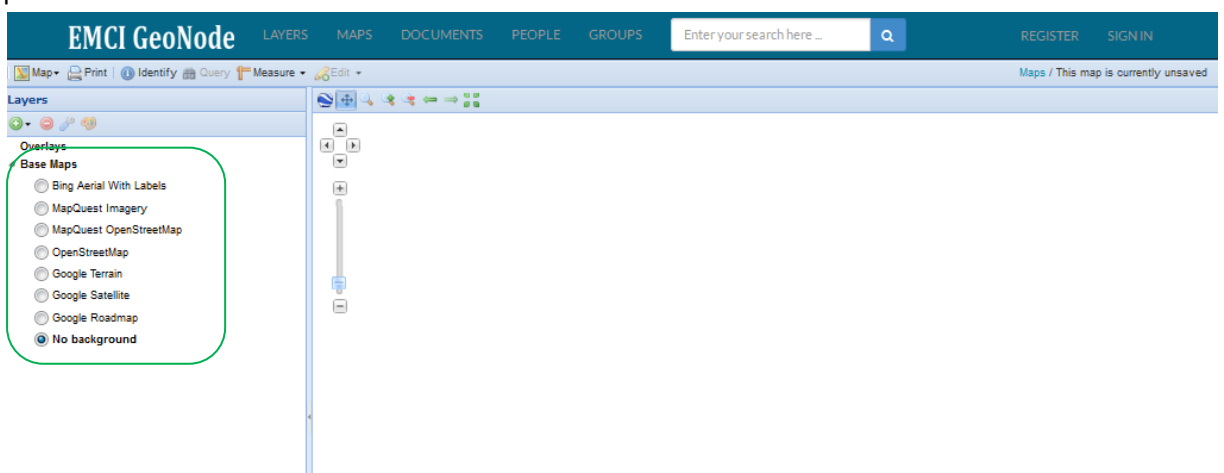
The creation of maps is really a collection of accessible layers.

Within the top menu, click on the 'MAPS' link. You will be prompted with a catalogue of accessible maps.

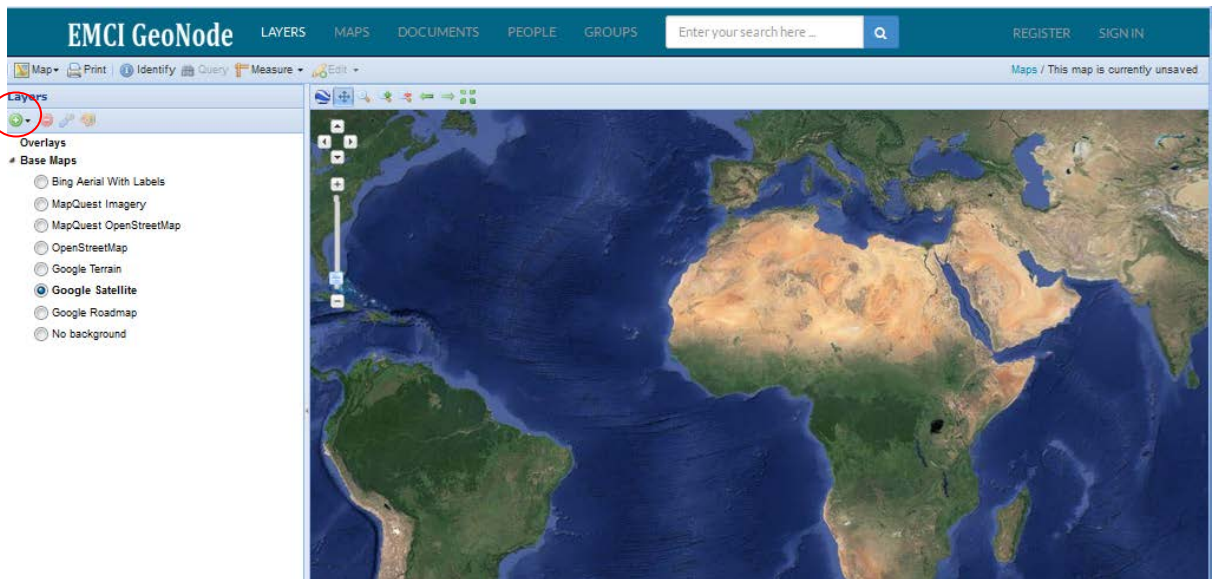


Click on the "Create a New Map" button to create your first Map.

You will be prompted with the following mapping interface. By default, there's no background backdrop.

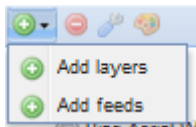


Click on your preferred base-map layer for a backdrop. For example, Google Satellite.



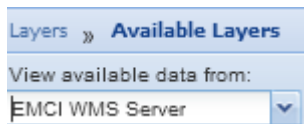
How to add layers to your Map Window

Underneath the Layers menu title, click on the Add Layer button. There are two options, Add Layers (internal layers) and Add feeds (external layers):



Choose the Add layers button .

Under the "View available data from:" drop down, select "EMCI WMS Server"



You will be prompted with all the internal layer uploads



COOK ISLANDS GEO PORTAL

Emergency Management Cook Islands

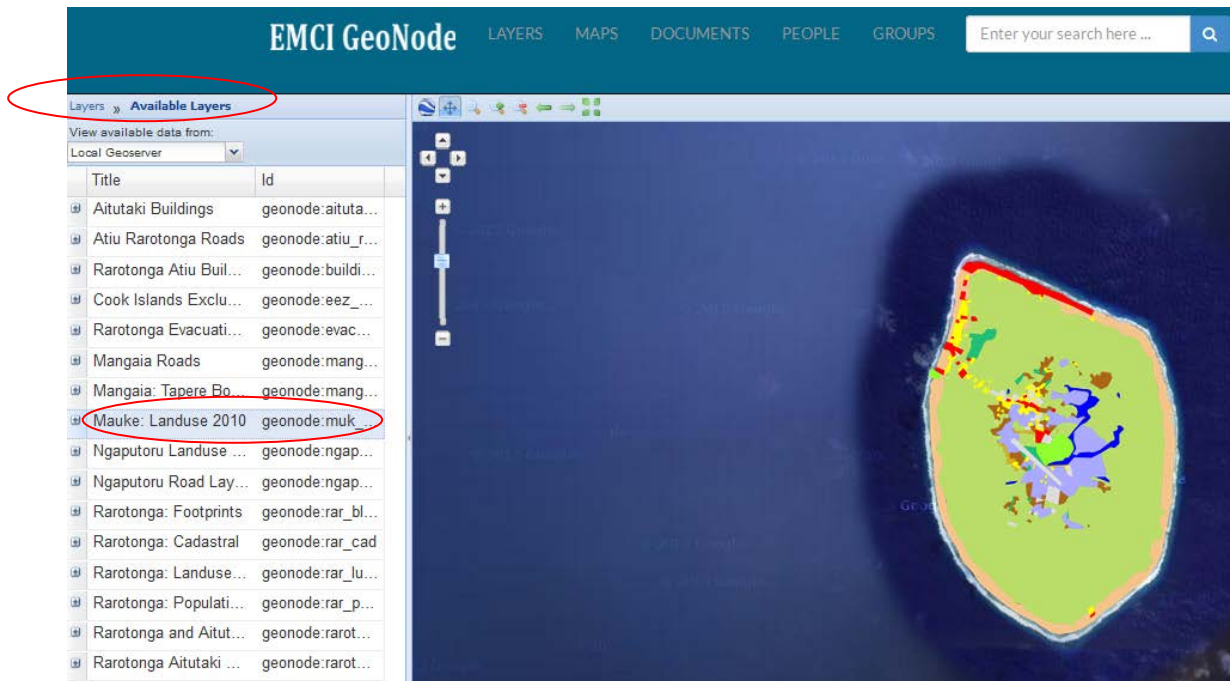


Layers » Available Layers	
View available data from:	
Local Geoserver	
Title	Id
 Aitutaki Buildings	geonode:aituta...
 Atiu Rarotonga Roads	geonode:atiu_r...
 Rarotonga Atiu Buil...	geonode:buildi...
 Cook Islands Exclu...	geonode:eez_...
 Rarotonga Evacuati...	geonode:evac...
 Mangaia Roads	geonode:mang...
 Mangaia: Tapere Bo...	geonode:mang...
 Mauke: Landuse 2010	geonode:muk_...
 Ngaputoru Landuse ...	geonode:ngap...
 Ngaputoru Road Lay...	geonode:ngap...
 Rarotonga: Footprints	geonode:rar_bl...
 Rarotonga: Cadastral	geonode:rar_cad
 Rarotonga: Landuse...	geonode:rar_lu...
 Rarotonga: Populati...	geonode:rar_p...
 Rarotonga and Aitut...	geonode:rarot...
 Rarotonga Aitutaki ...	geonode:rarot...
 Rarotonga: Bridges	geonode:rarot...

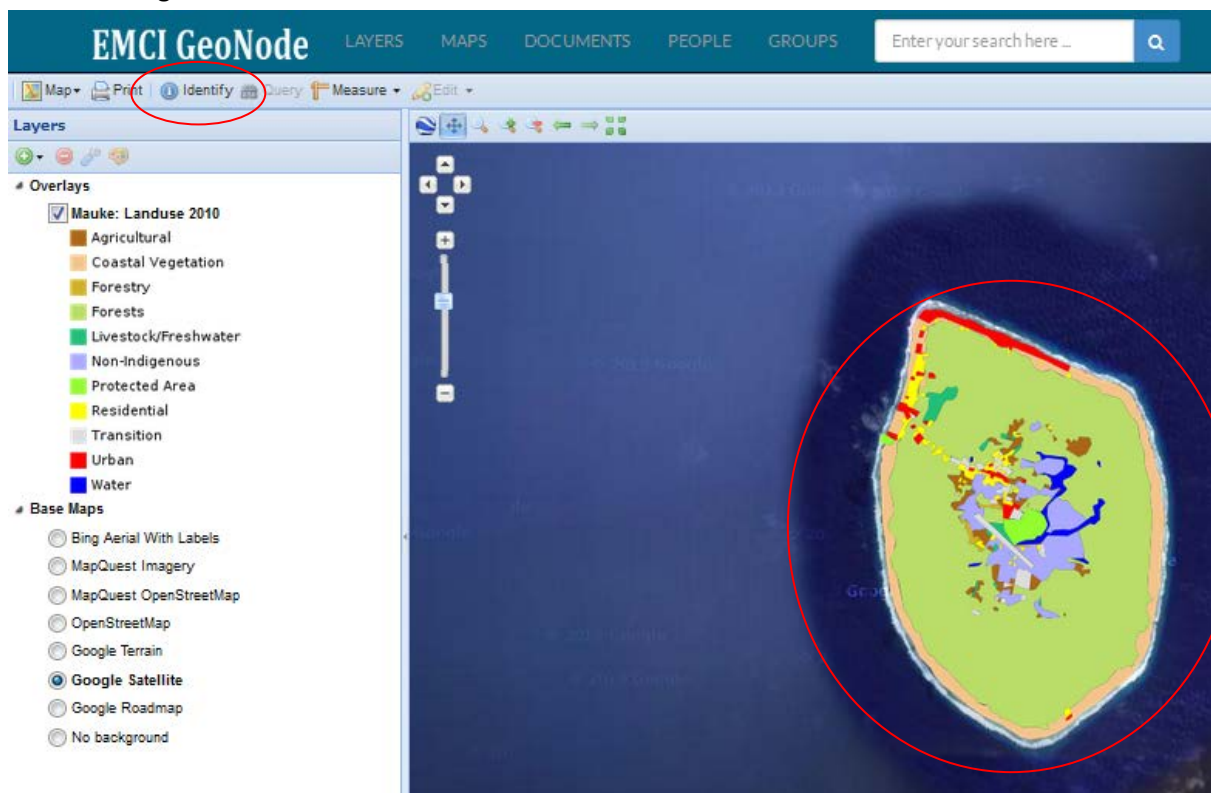
COOK ISLANDS GEO PORTAL

Emergency Management Cook Islands

To see the abstract of the layer, click on the "+" symbol next to the name of the layer. Otherwise, double-click the layer to include into your map. For example, double-click Mauke:Landuse 2010. You will see the layer merge in the map window:



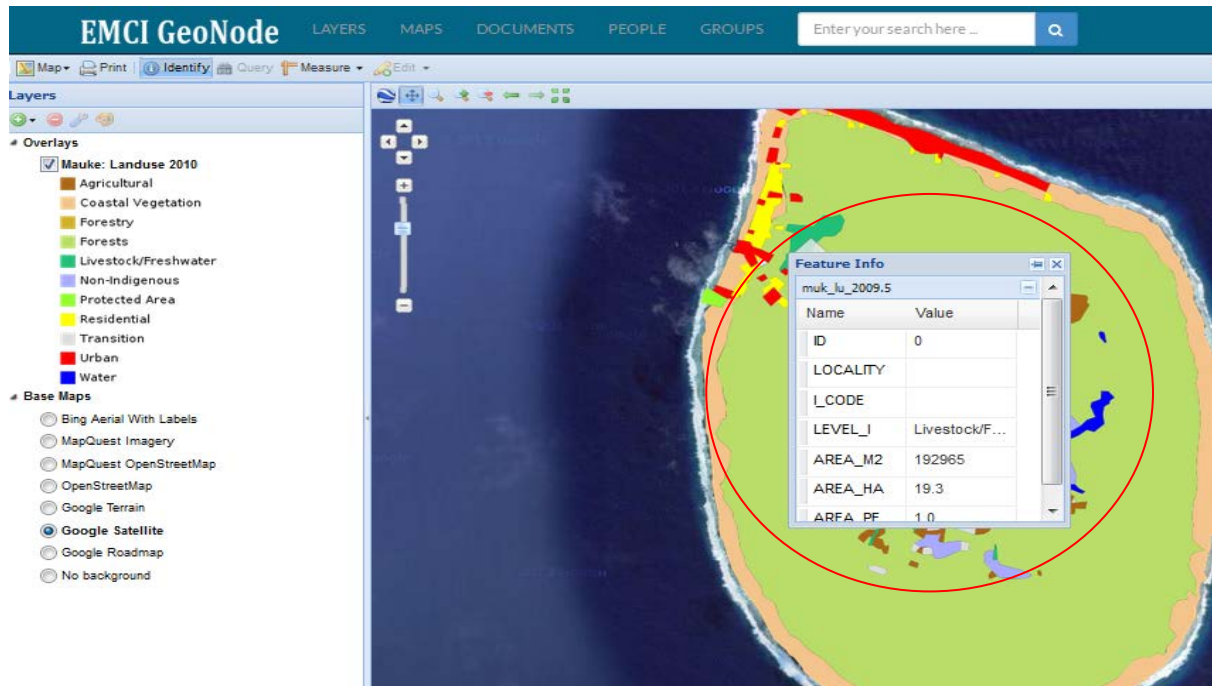
Click on the "Layers" link next to "Available Layers". You will see the layers panel along with the associated legends



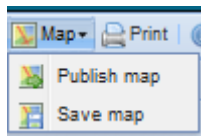
To view information within the map legends



Click on the "Identify" icon -> click on a polygon of interest within the map window



To Save your Map. Go to "Map" -> "Save Map":



Give it a Title and a comprehensive abstract then Click Save

About this Map

Title:

Mauke Maps

Abstract:

Rarotonga GIS Maps is accessible to support your decisions.

Save as Copy Save Cancel

You can view your saved map within the Maps Catalogue

EMCI GeoNode LAYERS MAPS DOCUMENTS PEOPLE GROUPS Enter your search here ... MANA.ETCHES

REGIONS

EXTENT

Europe Asia South America Africa

Leaflet | Map tiles by Stamen Design

Mauke Maps
Society by mana.etches
Rarotonga GIS Maps is accessible to support your decisions.
10 Feb 2015 | 4 | 0 | 0

Rarotonga Evacuation Centers
by mana.etches
Rarotonga Evacuation Centers
10 Feb 2015 | 3 | 0 | 0

Mangaian Maps
by mana.etches
Mangaian Maps
10 Feb 2015 | 3 | 0 | 0

Set Metadata/Permissions

To add metadata and permissions to your map click on the Map itself. You will be prompted with the following:

EMCI GeoNode LAYERS MAPS DOCUMENTS PEOPLE GROUPS Enter your search here ... MANA.ETCHES

Mauke Maps

Download Map

Edit Map

View Map

Map Layers
This map uses the following layers:
Mauke: Landuse 2010

Permissions
Specify which users can view or modify this map
[Change Permissions of this Map](#)

Copy this map
Duplicate this map and modify it for your own purposes
[Create a New Map](#)

Map WMS
Publish local map layers as WMS layer group

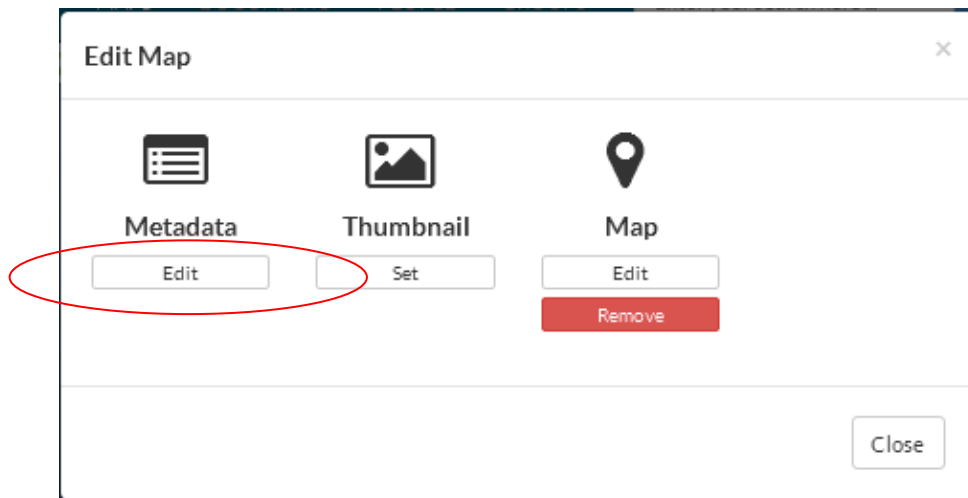
Info Share Ratings Comments

Title: Mauke Maps
License: Public Domain (PD)
Abstract: Rarotonga GIS Maps is accessible to support your decisions.
Publication Date: Feb. 10, 2015, 8:39 p.m.
Category: Society
Regions: Cook Islands

The bottom section of the map are details concerning the map including Metadata Information, Share links (over social media), Ratings, Comments.



The right hand pane is where you can add/edit metadata and set permissions to your map. Click on ""Edit Map" button. You will be prompted with an edit map window:



Click the "Edit" button.

Edit Metadata

Editing details for Mauke Maps

Update

Owner

✖ mana.etches

Title

Mauke Maps

Date

2015-02-10 20:39



Date type

Publication



Edition

Abstract

Rarotonga GIS Maps is accessible to support your decisions.

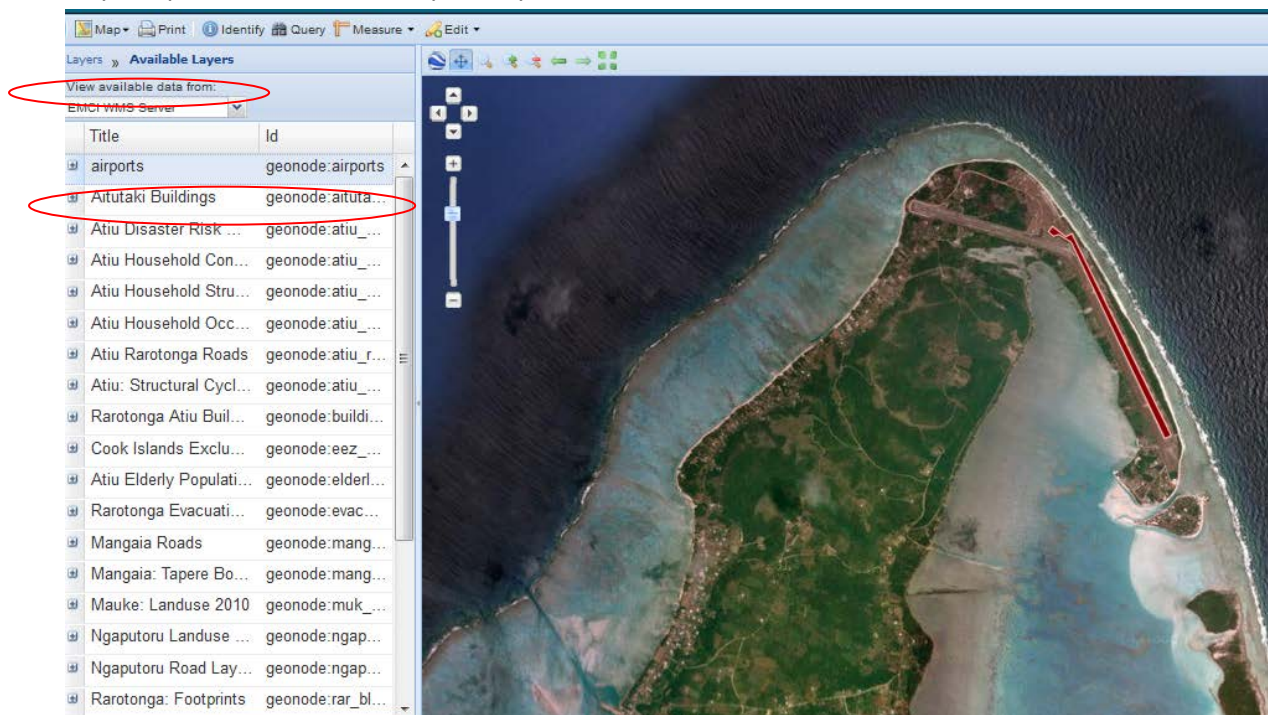
Add the relevant metadata details surrounding your map. i.e Title, Date, Date type, Edition, Abstract (featured in catalogue), Purpose, Maintenance Frequency, Regions (Cook Islands), Restrictions, Other Restrictions, License, Language, Spatial representation type, Temporal extent start, Temporal extent end, Supplemental information, Distribution URL, Distribution description, Data quality statement, Featured (to appear in front-page of Geo-Node), Is published, Thumbnail URL (automatically generated), Detail URL, Keywords (for the purpose of user search), Point of Contact (you as default), Metadata Author (you as default), Category

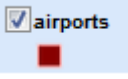
Don't forget to save your details by clicking the "Update" button.

13. How to create/modify/delete layers

Note: To create/modify layers, you must have access permissions as set by the owner/author of the layer. Therefore, consult with fellow Geo-Node users/groups to get permission first.

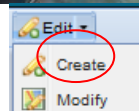
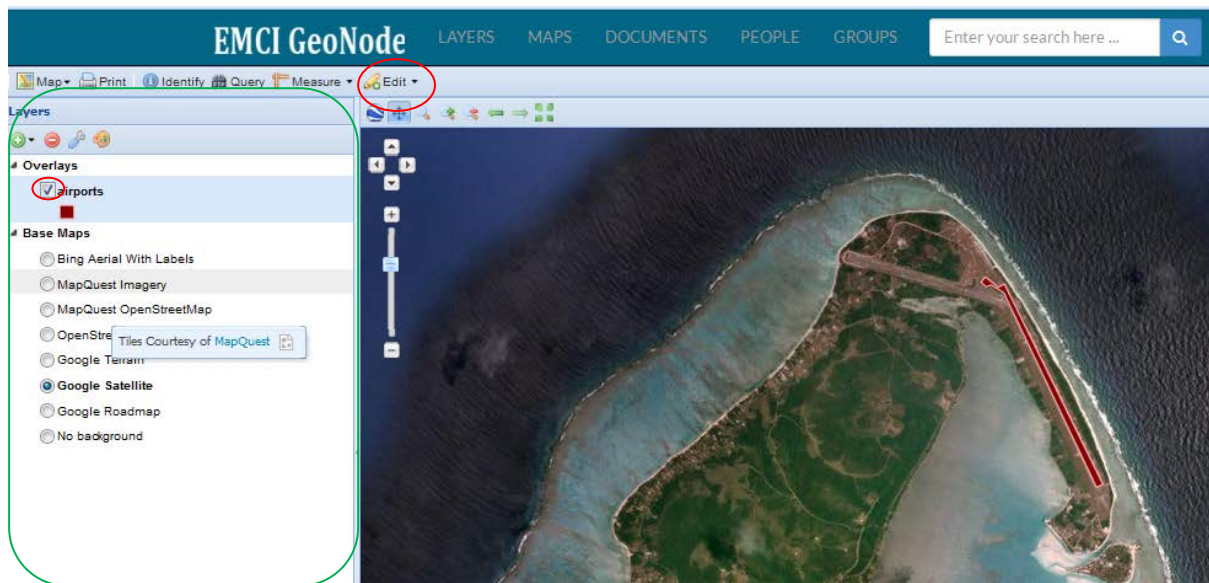
Within the Maps Interface, add your layer of choice (refer to *How to add layers to your Map Window* above). For Example: If a user uploaded a layer called "airports", add this to your map and Go to "Layers" panel to create/modify the layer.



You will be presented with the Layers Panel window. Check  the layer you wish to add further details to.

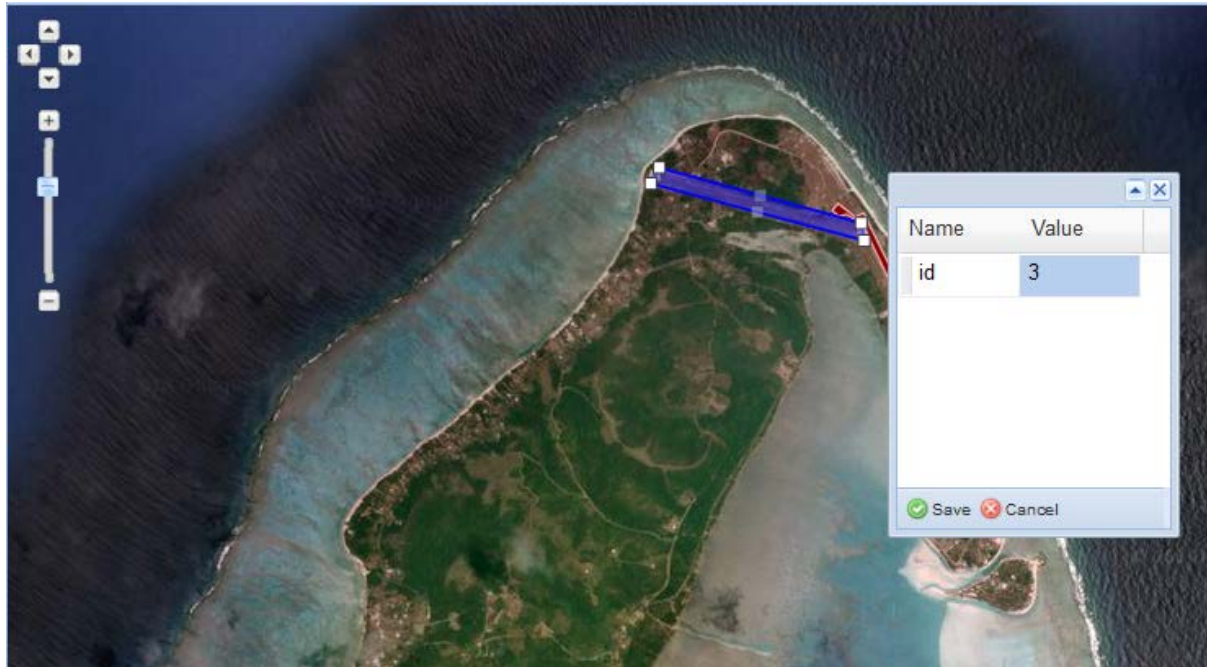
COOK ISLANDS GEO PORTAL

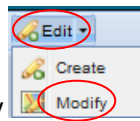
Emergency Management Cook Islands



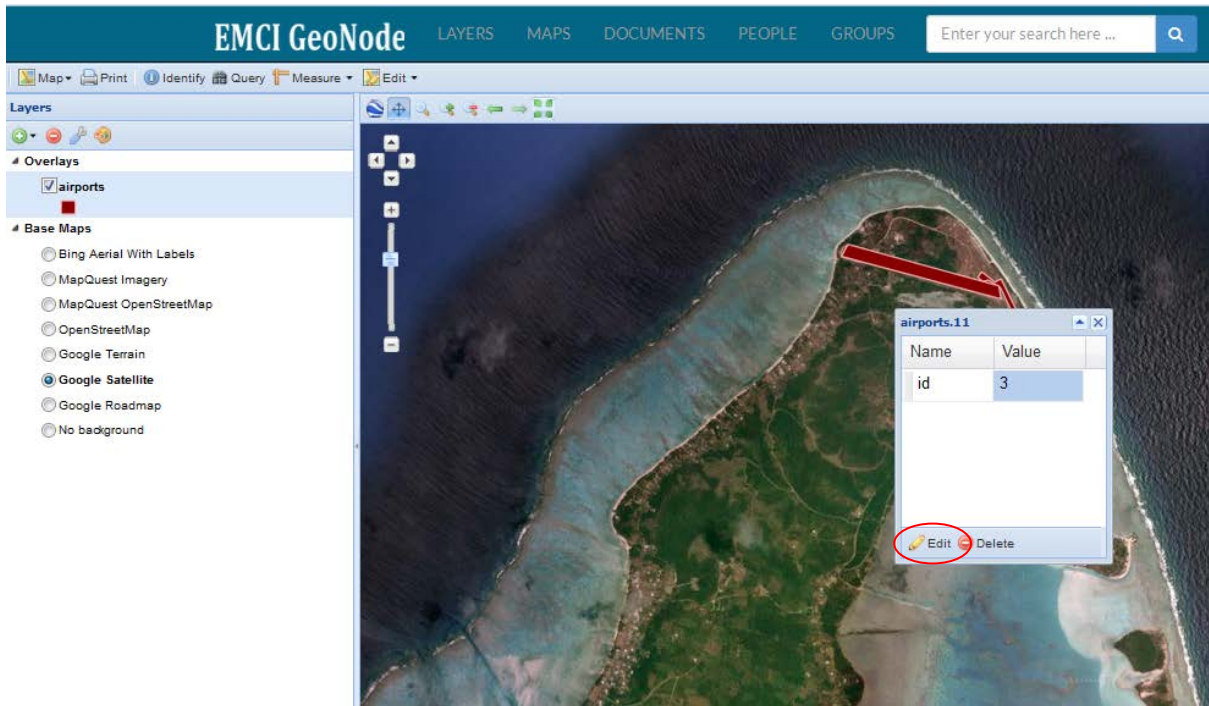
Click on "Edit -> Create" to add a layer,
Create the layer within your map window.

Within our example (airports), we will create a polygon. Double-click the endpoint when you're done
then include the layer details as required, click save.



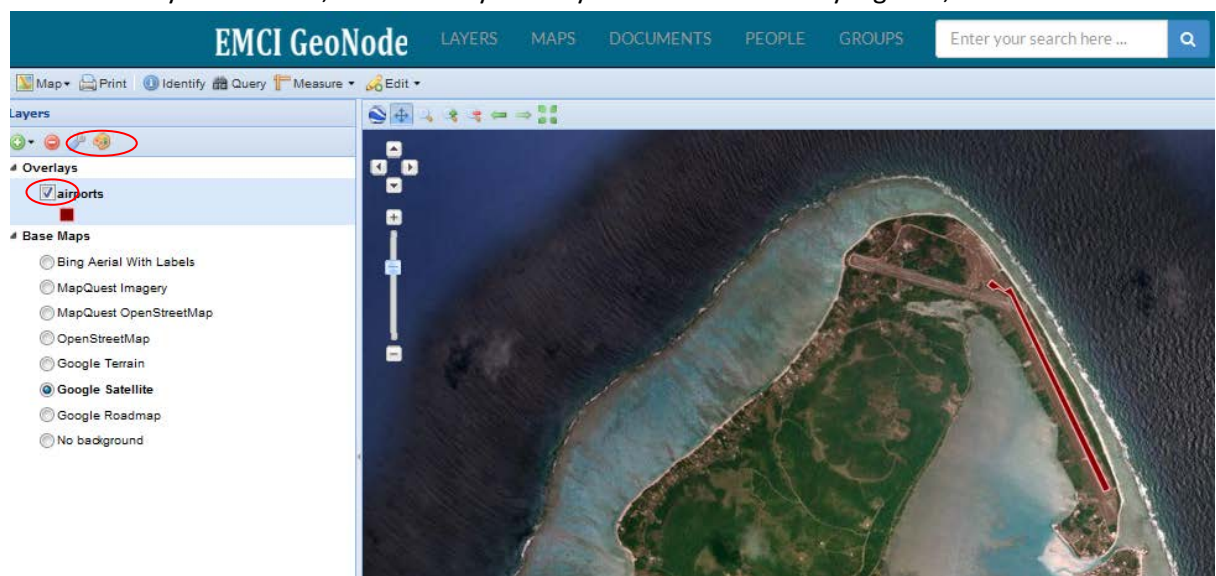


To Modify your layer, click Edit- Modify and click on the desired shapefile to modify.
Click Edit to add required details. Click Save

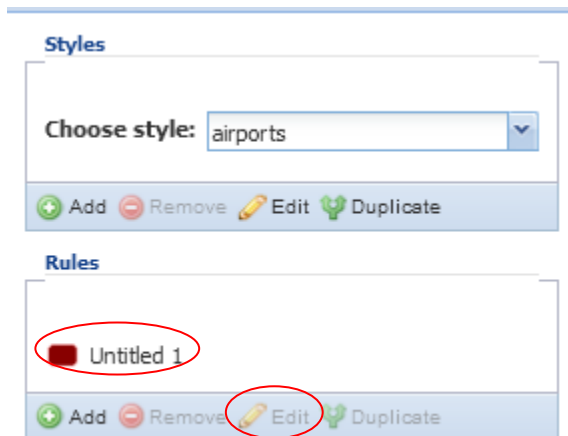


14. How to add styles

Within the Layers Window, *check* the layer to style and click on the styling icon, 



You will see the Styling Panel for the layer To edit the existing style (Untitled 1, under rules). Click on the style, then click "Edit".



The main styling attributes are three main tabs: **Basic**, **Labels**, **Advanced**. This is where you can configure the look of your layers.

Basic - Name, Fill, Stroke. To set basic parameters.

Labels - Label Features, Graphic, Halo, Label positioning, Priority, Label options. To specify shapes, size, position of layers.

Advanced - Limit by scale, Limit by condition. To narrow down on layers by setting zoom scale or setting layer condition

Basic	Labels	Advanced
Layers » airports » New Rule Basic Labels Advanced Name: Symbol: ☒ Fill Color: #880000 Opacity: <input style="width: 100px;" type="range"/> ☒ Stroke Style: solid Color: #ffb000 Width: 0.7 Opacity: <input style="width: 100px;" type="range"/>	Layers » airports » New Rule Basic Labels Advanced ☒ Label features Label values: Serif Size: 10 B I Font color and opacity Color: #000000 Opacity: <input style="width: 100px;" type="range"/> ☐ Graphic ☐ Halo ☐ Label positioning ☐ Priority ☐ Label options	Layers » airports » New Rule Basic Labels Advanced ☒ Limit by scale Max scale limit: 1: 1066 Min scale limit: 1: 559082566 ☒ Limit by condition Match any of the following: ▼ ▼ add condition add group



Conclusion

This manual provides users with a basic guide to upload and manage sharing of information. This will be tailored to serve the needs of all users including GIS technicians, EMCI partners/stakeholders and decision makers, however this will require close collaboration and communication with all. If you require further training, please contact the administrator on phone 29609.

Meitaki Atupa,